

CITY OF SAN JOSE
OFFICE OF THE CITY AUDITOR
Procedure No. M-14

RISK MATRIX

Purpose

To summarize in a table the threats and controls pertinent to the audit subject.

Background

The Risk Matrix shows the relationship of threats and controls by identifying the specific controls that mitigate specific threats.

The Risk Matrix also classifies the controls as Actual or Potential. The controls marked “A” are Actual controls, as identified by the auditee. The controls marked “P” are Potential controls, as identified by the auditor based on his or her work during the preliminary survey. The potential controls may result in audit recommendations, depending on the outcome of subsequent controls testing and verification.

Procedure

Audit Staff	<ol style="list-style-type: none">1. Prepare a Risk Matrix showing the controls that mitigate each threat (See Procedure No. 5-05E).2. Initiate a finding development sheet (see Procedure No. M-22) for each potential control.3. Submit the Risk Matrix and the finding development sheets to the Supervising Auditor and the City Auditor.
Supervising Auditor and City Auditor	<ol style="list-style-type: none">4. Review and approve the Risk Matrix and the finding development sheets.
Audit Staff	<ol style="list-style-type: none">5. File the Risk Matrix and the finding development sheets in the audit workpapers.